UNITED
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ENGLISH ONLY

ADMINISTRATIVE INSTRUCTION

To: Members of the staff

From: Director of Personnel

Subject: MOVEMENT OF STAFF FROM THE FIELD SERVICE CATEGORY TO THE PROFESSIONAL CATEGORY*

Corrigendum

Paragraph 3 should read as follows

3. The competitive examination is open to all staff members in the Field Service category, at levels up to and including FS-5, provided that they satisfy the following criteria:

(a) They have a minimum of five years' continuous service in the United Nations Secretariat. Short breaks in service may be allowed at the discretion of the Central Examination Board (CEB);

(b) They have a satisfactory record of performance (a copy of the most recent performance evaluation report must be submitted with the application);

(c) They have a contract valid until at least the closing date for the receipt of applications for the corresponding examination;

(d) Effective 1 January 1990, the educational requirement for eligibility was changed from "post-secondary academic qualifications" to "at least a first-level university degree". However, to protect the acquired rights of long-serving staff, staff members who had served AT LEAST FIVE YEARS by 31 December 1989 will be allowed to submit with their application acceptable evidence of post-secondary academic qualifications in lieu of proof of a university degree.

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* Personnel Manual index No. 4381.

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